



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



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SUPERINTENDENT OF
PUBLIC INSTRUCTION

MEMORANDUM

TO: Intermediate and Local School District Superintendents
and Public School Academy Directors

FROM: Yvonne Caamal Canul
Director
Office of School Improvement

DATE: February 25, 2004

SUBJECT: Title III Part I Count

The Field Services Unit is pleased to announce the availability of the 2004-05 Title III Limited English Proficient (LEP) Program grant. The purpose of the program is the rapid acquisition of English language proficiency with local flexibility to use a variety of instructional methods. Schools may use any research-based approach that works. No specific approach is mandated or prohibited.

Title III funds will be allocated to local school districts and public school academies for two programs: English language instruction programs for LEP students and programs to provide supplemental services to immigrant students. The terms "limited English proficient" and "immigrant student" are defined on pages one and four respectively of the enclosed application. School districts and public school academies may receive a subgrant in each category based on the following criteria:

English Language Instruction portion

Funding for English language instruction programs will be distributed on a per pupil basis using the LEP counts that school districts and public school academies submit on the enclosed application. Title III prohibits states from awarding subgrants of less than \$10,000. School districts and public school academies may form consortia in order to qualify for funding.

Immigrant Student portion

Title III requires that Immigrant student funds be distributed only to school districts and public school academies that experience a significant increase in the immigrant student population as compared to the two preceding school years. A significant increase is

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defined as an increase in immigrant student population for each of the two preceding years and that the percentage increase for at least one of those years is greater than the average percentage increase for the state. In addition to these criteria the Department has established a minimum grant level at \$10,000. For eligibility purposes a school district or public school academy must have a minimum student count of 20 immigrant students.

Title III funds are allocated to states based on statewide counts of LEP and immigrant students. Please return the enclosed form with the count of LEP and immigrant students **even if the student counts are not sufficient to qualify your school district or public school academy for Title III funding this year.**

The enclosed application should be completed based on the count of LEP students on the Fall 2003 Membership Count Day and received by the Field Services Unit no later than April 15, 2004. Eligible districts that submit Part I of this application will receive an allocation notice and be able to apply for funds in MEGS as part of the Consolidated Application for 2004-05.

If you have any questions about the Title III LEP Program, or need assistance in completing this application, please contact Mazin Heiderson in the Field Services Unit at 517-373-6066. Additional copies of the application materials may be found on the Office of Field Services website at <http://www.michigan.gov/mde>. Click on Programs and Offices on the right, and then click on Field Services on the left. The Title III materials are in the What's New section.

Enclosure: Form FS-4725-I

c: Bilingual Education/Title III Contact Person